

COUNTY (please type)
MUNICIPALITY
TAX INCREMENTAL DISTRICT NUMBER

LEGAL REQUIREMENTS

OFFICE USE ONLY	
AA	MUNICIPAL CODE

SEE INSTRUCTIONS ON REVERSE SIDE

ADOPTION OF PROJECT PLAN			
	INDICATE THE DATE(S) EACH ACTIVITY WAS COMPLETED	DATE	
ADOPTION OF TID PROJECT PLAN	Hearing notice sent by first class mail to chief executive of all local government entities having power to levy taxes on TID property and to school districts involved (by Planning Commission). Include copies.		
	Owners of property found blighted or in need of rehabilitation notified of finding and date of project plan hearing (not required for industrial district or mixed-use development districts).		
	Hearing notice published as class 2 notice by Planning Commission. Include proof of publication.	Date of First Insertion	
		Date of Second Insertion	
	Public hearing held (by Planning Commission).		
	Project plan adopted (by Planning Commission).		
	All the following items must be included in project plan. <ul style="list-style-type: none"> <input type="checkbox"/> A listing of the kind, number, and location of the proposed public works or improvements within the district <input type="checkbox"/> An economic feasibility study <input type="checkbox"/> A detailed list of estimated project costs <input type="checkbox"/> A description of the methods of financing and the time when such costs or monetary obligations are to be incurred. <input type="checkbox"/> A map showing existing uses and conditions of the real property <input type="checkbox"/> A map showing proposed improvements and uses <input type="checkbox"/> Proposed changes in zoning ordinances, master plan, map, building codes and city ordinances <input type="checkbox"/> A list of estimated non-project costs <input type="checkbox"/> A statement of a proposed method for the relocation of any displaced persons <input type="checkbox"/> A statement indicating how creation of the tax incremental district promotes the orderly development of the municipality <input type="checkbox"/> An opinion of the municipal attorney or of an attorney retained by the municipality advising whether the project plan is complete and complies with this section. 		
	Project plan adopted (by Local Legislative Body) Check if included in the resolution.		
	<input type="checkbox"/> Findings that the project plan is feasible and in conformity with the master plan of the municipality (if any).		

CREATION OF TAX INCREMENTAL DISTRICT

CREATION OF TAX INCREMENTAL DISTRICT	INDICATE THE DATE(S) EACH ACTIVITY WAS COMPLETED		DATE
	Hearing notice sent by first class mail to chief executive officer of all local government entities having power to levy taxes on TID property and to school districts involved.		
	Hearing notice published as class 2 notice by Planning Commission. Include proof of publication.	Date of First Insertion	
		Date of Second Insertion	
	Public hearing held (by Planning Commission). May be part of project plan hearing.		
	CREATION RESOLUTION ADOPTED (by Local Legislative Body)		
	Check items included in resolution. <input type="checkbox"/> Boundaries designated (Note: Only whole parcels should be included. The TID must be contiguous. See further definitions and legal requirements in TIF Law, specifically s. 66.1105(2)(k) and 66.1105(4)(gm).) <input type="checkbox"/> Creation date established. <input type="checkbox"/> Name assigned per s. 66.1105(4)(c)3. <input type="checkbox"/> Findings indicating that not less than 50%, by area, of the real property within such district meets at least one of the following criteria: (1) is a "blighted area"; (2) is in need of "rehabilitation or conservation work" within the meaning of s. 66.1337(2m)(a); (3) is suitable for "industrial sites" within the meaning of s. 66.1101; and has been zoned for industrial use, or (4) or suitable for mixed-use development within the meaning of s.66.1105(cm). <input type="checkbox"/> Findings indicating that the improvement of such area is likely to enhance significantly the value of substantially all of the other real property in such district. <input type="checkbox"/> Findings that the project costs relate directly to eliminating blight, directly serve to rehabilitate or conserve the area, directly serve to promote industrial development, or directly serve to promote mixed-use development, consistent with the purpose for which the tax incremental district is created. (If not exclusively blighted, rehabilitation or conservation, industrial or mixed-use, declaration shall be based on predominant classification with regard to area described.) <input type="checkbox"/> Findings indicate that the equalized value of taxable property of the district plus the value increment of all existing districts does not exceed 12 percent of the total equalized value of taxable property within the municipality. <input type="checkbox"/> Findings indicating the percentage of territory within the tax incremental district which is estimated will be devoted to retail business at the end of the maximum expenditure period if that estimate is over 35%. <input type="checkbox"/> Findings confirming that any annexed territory was not within the boundaries of the municipality on January 1, 2004, unless at least 3 years have elapsed since territory annexed; or municipality entered into a cooperative plan boundary agreement (s.66.0307); or municipality and town enter into agreement pledging to pay town amount equal to the property taxes levied on the territory by the town for each of the next five years. <input type="checkbox"/> Findings confirming that any real property within the district that is found suitable for industrial sites is zoned for industrial use and will remain zoned for industrial use for the life of the tax incremental district (not required for blight or rehab districts). <input type="checkbox"/> Findings confirming that any property standing vacant for an entire 7-year period immediately preceding adoption of the resolution creating the district may not comprise more than 25% of the area in the district, unless the district is suitable for either industrial sites or mixed use development and the approved project plan promotes these uses.		
	Approval of TID by Joint Review Board (within 30 days after receiving creation resolution).		

OVERLAPPING TIF DISTRICTS

Are any parcels in this TID also in all or part of any other TIF district? ☐ Yes ☐ No
If "YES," indicate which TIF district(s) are overlapped.

ANNEXATION OF TID PARCELS

Were any parcels in this TID annexed from another municipality after Jan. 1 in the creation year? ☐ Yes ☐ No
If "YES," indicate the date of the annexation and from what municipality.

If tax payment pledge between town and city made, include copy of agreement.

INSTRUCTIONS

Fill in the county, municipality and TID number located in the upper left-hand corner of the form. This form lists the necessary steps to legally create a tax incremental district. Indicate date of each action. Also answer the questions on OVERLAPPING TIF DISTRICTS and ANNEXATION OF TID PARCELS.